

Minutes for Northfield's Recreation Board  
Monday, November 20, 2006  
6:00 p.m.  
Chouinard's

- 1) Meeting called to order by Sally D. at 6:00 p.m. Attending Lori Bussiere, Dan DiLena, Linda Hall, Sally Davidson, Lisa DiLena. (Frank Hall out of town, Mike Gonneville at school board meeting with Charity MacDonald)
- 2) Approval of minutes from October 23 meeting, suggested to add the word hourly in the description of Wages- Pool Director as to how the position is paid prior to the pool opening. 1<sup>st</sup> by Linda H., 2<sup>nd</sup> by Lori B. Voted 4-0-1(Sally abstained due to not being at that meeting).

Approval of minutes from October 30 meeting, no discussion. 1<sup>st</sup> by Linda H., 2<sup>nd</sup> by Dan D. Voted 4-0-1(Lisa abstained due to not being at that meeting).

- 3) No public participation scheduled.
- 4) Treasurer's Report- suggested Lori to get current balance in donation account and ledger balance before each meeting. (There Lori, now you have something to report).
- 5) Budget Report- Linda went over changes and advised how the meeting went with Nanci (and Sally); diving board cost of \$1200.00 is being added to CIP. Suggested by Nanci to leave CIP alone, Questions as to raising wages and if minimum wage will effect our budget, Line figure moved into contracts, agreed upon it was a pretty decent budget.\*\*\*(Linda- I think I got this all screwed up...please advise of correct wording)\*\*\*
- 6) Secretary's Report- Lisa requested some updates on old business or email that were received by this committee
  - \*\*A) Safe Routes to School Program- no action required.
  - \*\*B) VT Department of Health- put on hold until spring.
  - \*Charity's Grant- Charity was presenting to the School Board that evening. A rough draft should have been received via email to all members, please review and offer any advice.

Ice Rink- (Lisa removing from board to report on details at this time)-  
Looks like the Falls Field is going to be more financially affordable at this late date and time, to late in the season to dig and lay a water line. Needing to get this set up ASAP as time is running out. Select Board presentation went well and they gave their okay to proceed, just get on okay on the site from the Rec. Board. Concerns from the Rec. Board- Liability of a

propane heater- heater being donated by an agent for propane company and being installed by a heating expert(Matt White), has to be inspected by propane company before use( Gillespie's or other propane company). Question about a pole with a light, there currently is a light source at the Falls field. Sally was really hoping for this to be placed at Memorial Park so there would be other resources, such as the hill for sliding, large area for snow shoeing and cross country skiing. Closer to town for the kids to get to. Question as to the water bill and how it is to be paid.... (By the Ice Rink people). A contract to be drawn up by Sally, Paul to sign. Include heater certification, flooding to be done by Northfield Fire Department, 1 year trail, free family recreation. Motion made to allow the Ice Rink committee to setup in the Falls for a one year trial period. \*(Does anyone know who 1<sup>st</sup> and 2<sup>nd</sup> this motion?) Voted 3-1-1(Sally disagreed only with the location, Lisa abstained)

- 7) Chairwoman's Report- A) Letters and Questions- Linda offered to scan them, then email to all the members for review, will hold on any action or review at this time.

Lori asked if NFLD News would put in upcoming activities, Dan stated Edna had contacted him asking for events and she will post them. Question about school announcements for Kid sign up for activities.

B) Policy and Procedures- Pool operation first questions the # of life guards needed?

Staffing- Pool Director

3 guards on duty at all times

1 maintenance person

1 bath house attendant- that also can do concessions, take money, answer phone, clean bathroom areas

Dress Code- Female- 1 piece suit, color- red

Male- swim trunks, color- red

Code of Conduct- Set of rules on door at pool

Life Certification- WSI-

Senior-

Junior-

3- 15 year olds, use as younger feeder program

3- 16 year olds

should not be hiring anyone younger than 14 years old, other than as a Bath house attendant with junior life saving skills.

Check with Red Cross for Life guard courses being offered. Talk to Steve Looke about swimming courses at Norwich

Key Replacement- only 2 keys - Pool Director and Bill Lyon.

Rules and Enforcement- Posted on Door, Zero tolerance

Staff- breaking rules- 1<sup>st</sup> time written warning, 2<sup>nd</sup> time dismissal.

Fees- (request info from Nanci...come back to this)

Income- No money left at Bath House at the end of each day. Previously Money was brought to Nanci after closing each day.

Expenses- Expense list-  
Authorization of purchases-  
Weekly inventory list-  
(ask Nanci how this has previously been handled)

Telephone- 2 lines- 1 general use, 1 business. Linda to contact the telephone company and investigate how come the bill was so high.

Cell Phone- no cell phone during working hours, included maintenance person.

More to be discussed at further meetings and go into more in depth details about each area. Lori B had emailed members some policies and procedures from surrounding facilities.

- 8) Christmas House Deco. Contest- Sally's idea to sponsor a house deco contest. 1<sup>st</sup> prize \$100.00 gift to GU family Market, 2<sup>nd</sup> prize \$50.00 gift cert to Aubuchon's, 3<sup>rd</sup> prize \$25.00 gift cert to Brook (Sally is still working on this; Dan said if they fall thru that the Red Kettle would do it). No businesses, thought about doing 2 categories next year residential and business, suggested to change Christmas to Holiday so as not to offend anyone. Everyone agreed it sounded great, will advertise it in The NFLD News. \*\*(I have no notes of motion being made or this being voted on...I might as well as not been there this night with all the errors).
- 9) Next meeting- Monday, December 11, 2006 at 6:00 p.m.
- 10) Motion made to adjourn meeting 1<sup>st</sup> by Lisa D., 2<sup>nd</sup> by Lori B. 8:00 p.m.